



COMMON KINDERGARTEN SCREEN UPDATE

July 11, 2013

IMPORTANT REMINDERS

Please send name of district or school kindergarten screen contact person to

katie.williams@education.ky.gov no later than **July 15** to ensure KDE's database is accurate.

The Online Management System (OMS) is redesigned to accommodate the newly revised BRIGANCE K Screen.

An OMS webinar will be available for viewing beginning **July 11** and can be accessed on the [BRIGANCE landing page](#). The OMS webinar is broken down into several modules.

Teachers and administrators will receive log-in usernames and passwords on **July 25**. Districts need to ensure that all kindergarten teachers are identified in Infinite Campus no later than **July 18**.

District and school administrators will have the ability to add staff not yet assigned.

RESOURCES

Curriculum Associates Landing Page:

www.BRIGANCE.com/Kentucky. On this Web page, you will find:

- **Update Implementation Webinar**
- Revised student document for 4S (supplement item)
- *2013 Implementation Guide*
- Instructional planning form
- Link to the Online Management System (OMS)
- Link to KDE Common Kindergarten Screen webpage
- Contact information for technical support

On KDE's common kindergarten screen webpage, you will find:

- Archived Updates/Frequently Asked Questions
- Regulation
- KDE update Power point

STAFF TRAINING ON THE BRIGANCE K SCREEN

Districts already using the BRIGANCE K Screen (i.e., *Screen II*) **are required** to participate in an Implementation Update Webinar to:

- be aware of the differences in the *K Screen III*;
- note the timeline and other implementation changes for 2013-2014;
- be informed of the best practices learned from the pilot year implementation.

District trainers of the 2012-2013 Training of Trainers (TOT) seminars will be responsible for ensuring that current staff receive updated materials and are clear in how they are to implement the screen administration for the school year 2013-2014. Current staff must also view the OMS webinar, available July 11.

After the district trainer has attended the above Update Webinar on the *K Screen III* webinar, any new staff to the district must be trained face-to-face by the district trainer (i.e., the person who attended the 2012 TOT training). New staff must also view the OMS webinar, available beginning July 11.

Data entry staff should be trained on entering prior setting data into Infinite Campus.

For districts that did not administer the BRIGANCE K Screen in 2012:

- Kentucky kindergarten teachers will be trained on the *BRIGANCE K Screen III* by their district contact.
- Any staff who will conduct screening is required to be trained on the *K Screen III*.
- Those trained at the Training of Trainers (TOT) seminars are required to train any staff administering the screen in that district
- Face-to-face training with district staff is required so that they can ask questions and review the materials.
- Use of resources that are available electronically as supplements is encouraged; however, electronic-only training is not recommended.

The schedule will be determined by the district training contact.

All staff, including data entry personnel must view the OMS webinar, available July 11.

Data Entry Staff should be trained on entering prior setting data into Infinite Campus.

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TRAINING RECORDS

Districts are required to submit evidence of staff receiving the appropriate training for implementing the common kindergarten screen. While initial training of administration of the BRIGANCE for new staff must be face to face, updates may take the form of webinars, staff meetings, or other avenues. Evidence may include sign-in sheets, agendas of meetings, or other documentation.

Pilot districts must submit evidence that staff have completed the following:

1. updated training in the administration of the tool
2. 2013 TOT model training of the administration of the BRIGANCE K Screen for any new staff
3. participated in the OMS webinar

Non-pilot districts must submit evidence that staff have completed the following:

1. 2013 TOT model training of the administration of the BRIGANCE K Screen
2. participated in the OMS webinar

Any staff administering the screen **must** be trained in the administration of the BRIGANCE Screen.

Any staff accessing the OMS, whether for data entry or running reports **must** access and view the OMS webinar.

Districts should submit their evidence of training by email attachment to kdestatef@education.ky.gov no later than **August 30, 2013**.

ONLINE MANAGEMENT SYSTEM

Kentucky schools will use the BRIGANCE Online Management System (OMS) to generate reports to understand how students performed on the *K Screen* and to inform instruction. A data-exchange process is in place to pull class and student information from Infinite Campus and import that information into the OMS. It is important to note that schools will not be able to create student files within the OMS. Screening data is pulled from the OMS and imported into Infinite Campus in late fall, after all screen data has been entered into the BRIGANCE OMS and has been verified. This data-exchange process is ongoing and changes to student information in IC are imported into the OMS weekly.

Remember the K Screen window is no earlier than 15 calendar days prior to the first instructional day and no later than the 30th instructional day. Districts have an additional 30 calendar days to enter screen data into the OMS.

EARLY LEARNING/PRIOR SETTING TAB

The Early Learning/Prior Settings Tab will be available in Infinite Campus in July. Training for the use of the tab will occur July 24-25 during the "Beginning of Year" training through IC and a recorded webinar will be available July 24 on the KDE kindergarten screen webpage.

Pilot districts will have until August 30 to enter the 2012-13 prior setting data collected.

Attached to this update is a form that can be used in collecting the prior setting data from parents, if not collected during an interview setting. Districts may customize this form and instructions.

Kentucky Department of Education
School Readiness Branch
Katie Williams
Katie.williams@education.ky.gov

